

**SPECIAL
CASCADE COUNTY COMMISSION MEETING
November 2, 2017
COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM 111
10:00 a.m.**

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). These minutes were officially approved on November 14, 2017.

PRESENT:

Cascade County Commission: Chairman Jim Larson, Commissioner Weber (Excused) and Commissioner Joe Briggs.

Cascade County Staff seated with Commission – Jim Ekberg – Public Works, Carey Ann Haight – County Attorney’s Office, Sean Higginbotham – Technology Department, Rina Moore – Clerk and Recorder’s, Susan Shannon – Expo Park, Linda Cargill – Safety/Risk - Bonnie Fogerty – Board of Commissioners, and Frank Warren – Board of Commissioners.

Public Present that signed the attendance sheet: Marie Johnson – Clerk and Recorder’s, Paula Guisti – Disaster and Emergency Services, Mary Embleton – Budget and Grants, John Stevens – Sheriff’s Office, Traci Rosenbaum (Did not sign in) – Great Falls Tribune, Sparky Kottke, and Diane Kottke.

CALL TO ORDER: Commissioner Larson called the special meeting to order.

PLEDGE OF ALLEGIANCE: Everyone participated in reciting the pledge of allegiance.

SPECIAL MEETING ITEM #1

MOTION TO APPROVE/DISAPPROVE

CONTRACT 17-181

Agreement between Montana Expo Park and Great Falls Turf Club. Purpose: Providing horses, personnel and production duties, in furtherance of operating a “Horse Race Meet”. The cost is to be determined. **R0347240**

Comments:

Chairman Larson – Questioned the cost as being “to be determined”

Commissioner Briggs – Confirmed that it depends on the number of days they race as to what the cost to the county will be.

Sparky Kottke – 8 Fawn Drive – Great Falls, MT – There was a brief discussion on Contract 17-181. See audio tape for details.

Susan Shannon (Expo Park) - There was a brief discussion on Contract 17-181. See audio tape for details.

Commissioner Briggs made a **MOTION** to approve Contract 17-181, as follows: "I move the Cascade County Commission approve Contract 17-181, the Agreement between Montana Expo Park and Great Falls Turf Club. Purpose: Providing horses, personnel and production duties, in furtherance of operating a "Horse Race Meet".

Motion carries 2-0

SPECIAL MEETING ITEM #2
MOTION TO APPROVE/DISAPPROVE
RESOLUTION 17-103

Resolution establishing guidelines and criteria for tax abatement requests.
R0347236

Comments:

Carey Haight (County Attorney's Office) – The city has similar criteria they use to assist in evaluating tax abatement requests.

Chairman Larson: Questioned where this would be located in the record.

Commissioner Briggs: Responded it would be filed as Resolution and would be in the Planning Office.

Carey Haight: Indicated this item would also be made available within the County Attorney's Office.

Commissioner Briggs made a **MOTION** to approve Resolution 17-103, as follows: "I move the Cascade County Commission approve Resolution 17-103, the resolution establishing guidelines and criteria for tax abatement requests.

Motion carries 2-0

SPECIAL MEETING ITEM #3
MOTION TO APPROVE/DISAPPROVE
RESOLUTION 17-104

Budget Appropriation for the Montana Disaster and Emergency Services State Homeland Security Program (SHSP) for Federal Fiscal Year 2017. Total Amount = \$ 159,522.23. (Ref: Contract 17-179). **R0347237**

Comments:

Paula Guisti (Disaster and Emergency Services): This pertains to grant for radios within the Police Department, Great Falls Public School District, and the Sheriff's Office. 100% funded through the State so there is no cost to the County.

Commissioner Briggs: Questioned if breakdown exists as far as how many radios this is buying for each jurisdiction?

John Stevens (Sheriff's Office): Not yet. To be decided.

Commissioner Briggs made a **MOTION** to approve Resolution 17-104, as follows: "I move the Cascade County Commission approve Resolution 17-104, the Budget Appropriation for the Montana Disaster and Emergency Services State Homeland Security Program (SHSP) for Federal Fiscal Year 2017. Total Amount = \$ 159,522.23.

Motion carries 2-0

SPECIAL MEETING ITEM #4
MOTION TO APPROVE/DISAPPROVE
RESOLUTION 17-105

Budget Appropriation for Safety/Risk Management due to unanticipated funds from the State Fund for Public Works safety clothing and Oshatoes. Total Amount = \$ 22,657. **R0347238**

Comments:

Linda Cargill (Risk/Safety): There was a brief discussion on Resolution 17-105. See audio tape for details.

Commissioner Briggs: There was a brief discussion on Resolution 17-105. See audio tape for details.

Commissioner Briggs made a **MOTION** to approve Resolution 17-105, as follows: "I move the Cascade County Commission approve Resolution 17-105, the Budget Appropriation for Safety/Risk Management due to unanticipated funds from the State Fund for Public Works safety clothing and Oshatoes.

Motion carries 2-0

SPECIAL MEETING ITEM #5
MOTION TO APPROVE/DISAPPROVE
CONTRACT 17-185

Public Works – Purpose: Bid Award to Warehouse Flooring for the Adult Detention Center carpet replacement bid. Total Cost = \$ 58,054.60. **R0347241**

Comments:

Jim Ekberg (Public Works): There was a brief discussion on Contract 17-185. See audio tape for details.

Commissioner Briggs: How much of carpeted surface does this represent?
Jim Ekberg/John Stevens: 100%

Commissioner Briggs made a **MOTION** to approve Contract 17-185, as follows: "I move the Cascade County Commission approve Contract 17-185, the Bid Award to Warehouse Flooring for the Adult Detention Center carpet replacement bid. Total Cost = \$ 58,054.60

Motion carries 2-0

SPECIAL MEETING ITEM #6
MOTION TO APPROVE/DISAPPROVE
CONTRACT 17-186

Buyer Broker Agreement between Cascade County & Macek Companies, Inc. regarding property at Unit B3, Tribune Plaza Condominiums. Closing Date: 12/29/2017. Total Cost = \$ 500.00 at Closing. **Not recorded at this time**

Comments:

Carey Haight: There was a brief discussion on Contract 17-186. See audio tape for details.

Commissioner Briggs made a **MOTION** to approve Contract 17-186, as follows: "I move the Cascade County Commission approve Contract 17-186, the Buyer Broker Agreement between Cascade County & Macek Companies, Inc. regarding property at Unit B3, Tribune Plaza Condominiums. Closing Date: 12/29/2017. Total Cost = \$ 500.00 at Closing

Motion carries 2-0

SPECIAL MEETING ITEM #7
MOTION TO APPROVE/DISAPPROVE
CONTRACT 17-187

Buy/Sell Agreement between Cascade County & Macek Companies, Inc. Purpose: Purchase of property at unit B3, Tribune Plaza Condominiums. Closing Date: 12/29/2017. Total Cost = \$ 25,200.00. **Not recorded at this time**

Comments:

Carey Haight: Cascade County has had a lease agreement with Tom Dimke for use and occupancy of Unit B3 and had the option to purchase if Dimke decided to sell. Therefore, Cascade County is exercising to choose the option to purchase. Closing is set for 12/29/2017, but closing may occur earlier as County currently occupies space. The purchase includes 1.3% interest in the common areas of the condominiums.

Chairman Larson: Commented that the County has been making purchases of spaces within Tribune Plaza Condominiums as they became available. Long range plan is to own that building for the County, as many of our offices are currently located within the building.

Commissioner Briggs made a **MOTION** to approve Contract 17-187, as follows: "I move the Cascade County Commission approve Contract 17-187, the Buy/Sell Agreement between Cascade County & Macek Companies, Inc. Purpose: Purchase of property at unit B3, Tribune Plaza Condominiums. Closing Date: 12/29/2017. Total Cost = \$ 25,200.00

Motion carries 2-0

SPECIAL MEETING ITEM #8
MOTION TO APPROVE/DISAPPROVE
RESOLUTION 17-106

Budget Appropriation for Clerk & Recorders. Purpose: Repair of ledgers due to water damage. Total Cost = \$ 57,206.00. **R0347239**

Comments:

Rina Moore (Clerk and Recorder's): During the sprinkler system replacement, in the Executive Plaza, there was a water incident within the vault. Check has already been received, from the sprinkler system insurance company, for the \$ 57,206.00. Rina recommended that the other lines, over the vault, be inspected to prevent future damages.

Commissioner Briggs: Is this a final settlement?

Rina Moore: Yes

Commissioner Briggs made a **MOTION** to approve Resolution 17-106, as follows: "I move the Cascade County Commission approve Resolution 17-106, the Budget Appropriation for Clerk & Recorders. Purpose: Repair of ledgers due to water damage. This is an acknowledgment of an insurance payment.

Motion carries 2-0

SPECIAL MEETING ITEM #9
MOTION TO APPROVE/DISAPPROVE
CONTRACT 17-188

Microsoft Products & Service Agreement to allow license purchases off Office 365 from Dell. (No cost to County). **R0347242**

Comments:

Sean Higginbotham (Technology Department): There was a brief discussion on Contract 17-188. See audio tape for details.

Commissioner Briggs made a **MOTION** to approve Contract 17-188 as follows: "I move the Cascade County Commission approve Contract 17-188, the Microsoft Products & Service Agreement to allow license purchases off Office 365 from Dell. (No cost to County)

Motion carries 2-0

**PUBLIC PARTICIPATION IN DECISIONS OF BOARD AND
ALLOWANCE OF PUBLIC COMMENT ON MATTERS THE
COMMISSION HAS JURISDICTION, ON ITEMS NOT COVERED BY
TODAY'S AGENDA. None**

ADJOURNMENT: The meeting was adjourned at 10:36 am